

July 2005

DUE DATE	FORM TITLE	COMPLETION LEVEL	SDE SECTION	SDE CONTACT	REQUIRED BY	COMMENTS
July 01	Teacher Supply & Demand Survey	District/Charter	Teacher Certification	Larry Norton 332-6881	State Law IC 33-120	Data survey for annual Teacher Supply & Demand report.
July 01	Claims Inquiry Report for Auditors	District/Charter	Child Nutrition	Lynette Craven 332-6830	Federal Audit Requirements	Available for auditors, reimbursement claim report listing the monthly reimbursement paid to local agencies for Child Nutrition Program meals.
July 01	Commodity Usage Report (PAL)	District/Charter	Child Nutrition	Tammy Ray Dennis McNess 332-6831	Federal Audit Requirements	The PAL report shows the value of commodities ordered by the program.
July 15	Annual School Bus Certification Report	District/Charter	Pupil Transportation	Ray Merical 332-6851	State Law IC 33-1506	Certification that all school buses used to transport students have met annual inspection requirements.
July 15	Cash Balance Report for State Tobacco Tax and Title IV	District/Charter	Safe & Drug Free Schools	Claudia Hasselquist 332-6960	OPE Audit Recommendation, Report 98-01	Report required for State Tobacco Tax and Title IV Programs.
July 15	District Stop Arm Violation Summary	District/Charter	Pupil Transportation	Lanette Daw 332-6851	State Laws IC 49-1422 IC 49-1423	Number of stop arm violations that occurred during the prior school year.
July 15	Quarterly Cash Balance Report	District/Charter	Special Populations, State Tobacco, and Various Other Programs	Susan Hansen 332-6900 Peggy Temple 332-6874 Lester Wyer 332-6916 Inquire at 332-6874	Federal Regs. 34 CFR 75.702 34 CFR 80.20(7)	Required by Federal Programs with advance payments. Contact appropriate program office.
July 15	Run/Route Report	District/Charter	Pupil Transportation	Rodney McKnight 332-6856	State Law IC 33-1511	Annual Runs and Routes report.
July 15	School District Budgets	District/Charter	Public School Finance	Larae Ashby Myrna Holgate 332-6845	State Law IC 33-120 IC 33-801	Due 21 days after Board of Trustees approval.
July 16	Technology Grant Application and Progress Report	District/Charter	Technology Services	Rich Mincer 332-6972	State Law IC 33-4806	Approved progress reports and budget forms are required prior to receiving continuing technology funds.

Note: If the due date should happen to fall on a weekend or holiday, the report will be due on the next business day.

ADA = Average Daily Attendance; BIA = Bureau of Indian Affairs; CFR = Code of Federal Regulations; DHW = Department of Health & Welfare; ESL = English as a Second Language; FTE = Full Time Equivalent
IBEDS = Idaho Basic Education Data System; IC = Idaho Code; IDAPA = Idaho Administrative Procedures Act; IEP = Individualized Education Plan; IFARMS = Idaho Financial Accounting Reports Management System

IRI = Idaho Reading Indicator; JOM = Johnson O'Malley; LEP = Limited English Proficient; NCLB = No Child Left Behind; OSBE = Office of the State Board of Education; PL = Public Law (Federal); SDE = State Department of Education; USDA = U.S. Department of Agriculture

July 2005 (Continued)

DUE DATE	FORM TITLE	COMPLETION LEVEL	SDE SECTION	SDE CONTACT	REQUIRED BY	COMMENTS
July 30	Migrant Summer School Report	District/Charter	Student Achievement	Irene Chavolla 332-6907	Federal Law PL 107-110	Required for federal reporting.
July 30	ADA by County	District/Charter	Public School Finance	Brenda Goertzen Tim Hill 332-6840	State Law IC 33-1002(5)	Used to distribute Federal Forest funds.
July 30	Educational Directory Updates	District/Charter	Public School Finance	Greg Berg 332-6841	Federal Act USC 9001.402(b)	Information used for current school year Idaho Educational Directory.
First Friday of July or Third Friday in January	School Wide Program Plan	School/Charter	Student Achievement	Sherawn Reberry 332-6906	Federal Law PL 107-110	For new Title I schools.

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